

Madeline Island Public Library  
Library Board Meeting  
Official Minutes of Dec. 12, 2011  
6:05 PM at the library



These minutes approved as of \_\_\_\_\_

Kimberly Jones – El Presidente'

PRESENT: Elizabeth Ellis, Ludlow North, Cynthia Banner, Becky Hogan, Candyce Sterling, Connie Ross & Seri Demorest.

ABSENT: Kimberly Jones.

PUBLIC COMMENT: Candyce is here to offer some suggestions to the library board; more open hours, especially on Saturday's, offer a suggestion box or sign-up sheet with recommendations for future purchases > books, magazines, DVD's, etc. Recognition for people's donations/gifts –this could be listed in the Bookshelf Banter. She is willing to serve on the library board when a position opens, as well as look at helping out with our "Friends of the Library" needs. Thank you Candy for the good ideas.

MINUTES: Motion to approve minutes by Elizabeth, 2<sup>nd</sup> by Ludlow.

BILLS:

MIFL	500.00	Apple Store or Zones	1,669.00
Findaway World	399.96	Amazon.com	478.46
C.T. Ross – postage	48.03	Penworthy Books	162.57
Banners.com	46.59	Sioux River Song Farm	42.00
Redberry Books	176.51	Upstart	139.12
Baker/Taylor	769.31	Scholastic	46.00
Whole Living	12.00	M&I charge card	195.00
NWLS	120.60	Demco	89.47
MLA	225.00	Wal-Mart	51.50
Norvado	184.74	MEI	266.40
H.N. Ross	405.00		

Motion by Ludlow to approve payment of bills as presented, 2<sup>nd</sup> by Elizabeth.

TREASURER'S REPORT: Connie will ask Barb to make correction to the elevator line [\$400& \$600] and ask her about the \$73,976.13 on spreadsheet [just below wages - \$83,227.31]. We are way over on ferry card funds, look into using some CARP \$\$ for entertainment programs. Connie will get an itemized breakdown of ferry trips for review at our next meeting. Be sure to publicize the CARP programs so that the whole community is aware. We do have a signed copy of the HIS voucher. Motion by Becky to accept treasurer's report with changes to elevator line, 2<sup>nd</sup> by Ludlow.

BUDGET: We have received a letter from the Town Board stating that they removed the \$ 9K from our budget [crawl space and roof repair projects]. Wish list > 1. Purchase a new Apple computer for Connie, \$1669.00 2. Add \$500. to ferry card. 3. Purchase larger air conditioner for upstairs [will use existing A.C. in reading room. 4. Look into coffee options, talk to Marie about her thoughts & ideas. 5. Look into having an events marquee made for the front yard of the library. Ludlow offers to donate his Sports Illustrated magazines to our collection. [thank you!] Suggestion to buy a daily desk copy of the N.Y. Times from Ed during the summer. Start a clip-board for patron suggestions; keep this available at the circulation desk. Motion by Ludlow to approve the budget and the 5 item wish list, vouchers to be signed before Dec. 20<sup>th</sup>, 2<sup>nd</sup> by Elizabeth.

FUNDS / COUNTY FUNDING: Nothing to report.

BUILDING MAINTENANCE / IMPROVEMENTS: Ask Tom Ketchum [Insurance agent] to come over and fill us in on what we should do to properly protect and insure our collection and building. Make an inventory video of the library's contents and collections for insurance documentation.

COLLECTIONS: We have received a check from Richard Avol for \$ 978.40 [Fitzgerald book sale]. Margareta is still on for cataloging.

POLICIES: Discussion on M.I. grievance procedure, board agrees to keep what we have with no changes.

PROGRAMS & ACTIVITIES: Dec. 18<sup>th</sup> – A Christmas Carol at Stage North [Alexis Griggs & Lily Eichorst are in this production] Trim the tree party on Dec. 19<sup>th</sup>. We will be closed on Dec 24 & 26th for <sup>Christmas</sup> and Jan. 2<sup>nd</sup> for New Years. Discussion on asking the [Antiques' roadshow –guy] to come and offer his services as a fundraiser for the library, sometime in the summer.

PROMOTION & ADVERTISING: We are eligible to use the Town's Chamber privileges, and we will be added to the Essentials Guide, and all info-blasts. Discussion on offering the "In-Line Skating Race" a starting point>our library parking lot for their event, ask for a check-box donation - \$ on their entry form. Ask Warren Nelson to come and talk about his new show about the Apostle Islands.

PERSONNEL/BOARD MEMBERS: Connie will write a letter to the Town Board stating her new hours increase and that she will not be using the Town's insurance option because she still has coverage through the Bayfield School. Connie explains the 2 posted meetings in Dec. Director's review, Jan. 14<sup>th</sup> – after 10:00, check with Kimberly.

OTHER BUSINESS: Elizabeth asks board member to please read over the minutes prior to meetings. Also – please “reply-all” to e-mails from board members so everyone is on the same page. All in favor of giving a \$50. gift certificate from Wood’s Hall to Jan Smith for her huge contribution and endless hours making our garden so beautiful. Thank you Jan! Talk about offering more open hours at our next board meeting.

STRATEGIC PLAN: Board would like to move this category to follow “Bills”.

Motion to adjourn by Ludlow, 2nd by Cynthia, meeting adjourned at 8:24 PM.

Respectfully submitted by Seri Demorest.